

**Supplier Quality Information Group (SQIG)  
General Meeting  
October 21, 1998**

**Chairman Steve Stein welcomed all members.**

See attendance roster (see appendix A)

**Ronald B. Natali, SQIG Secretary**

Minutes of the Last meeting were read and approved.

**Chairman Steve Stein**

Review the agenda (see appendix D)

Mr. Stein announced that SQIG had won the National Performance Review (NPR) Office Hammer Award. Discussions were held that Mr. Stein would coordinate with Mr. Hopf's office in setting up a time and a place for the presentation.

Elections were held due to Ronald Natali stepping down as secretary.

Nominated were:

Orville Paul

Pat Mars

Orville Paul elected as new SQIG Secretary.

As a result of Orville being elected as the new SQIG Secretary, he stepped down as a director and Pat Mars was elected as a new director.

Also, Orville Paul stepped down as chairman of the Standardization Committee and Tony Vigil was elected as the new chairman of the Standardization Committee and Ronald B. Natali took over as the new chairman of the Marketing, Membership, and Communication Committee.

**Steve Stein, Database Administrator**

Steve reviewed some of the changes that Jack McKinna proposed for the SQIG database. These were reviewed and discussed. Steve also raised the issue as to how SQIG would pay for these changes. Some possible solutions were assessing each member of SQIG \$1,000 - \$5,000 to help pay for these enhancements.

Also reviewed were the Utilization Data.

Cumulative               \$666,906

Net Program Savings \$527,346

Reported Costs         \$139,560

244 Shared reports with estimated cost savings of \$2,733 per report.

Steve reviewed that statistics from the SQIG Home page. Usage has been going down i.e. January of 1998 (5889 hits) to September 1998 (1482 hits)

SQIG members were instructed that updates to the database could be sent to Steve any time during the year.

### **Reports from the Working Groups**

#### **Newsletter, Pat Mars**

Articles were sent to Lily Reese. We will also get Lily the information on SQIG winning the NPR Hammer Award. We will be updating the list as to who gets the SQIG Newsletter.

#### **Marketing, Membership, and Communication**

As a result of winning the Hammer Award, the main focus of this committee will be to obtain official DOE sponsor.

#### **Analytical Labs, Ken Harrison**

Ken has taken over the Analytical Lab working group. He and Allen Fertic will be working together. Steve has an electronic copy of the past groups goals and will be sending these to Ken Harrison. Tony Vigil will also be getting Ken some of his past history to him.

#### **Standardization Committee, Tony Vigil**

Reviewed the group's past goals and will be working on developing new ones and getting the old ones closed out.

### **Presentations**

Bill Pumford, Department of Navy, GIDEP

Mr. Pumford did a presentation on what GIDEP was all about (see appendix E)

Dennis Barrett, LLNL Hazardous Materials Packaging Transportation and Safety Assurance Officer, LLNL Procurement of DOT Containers (For a copy of the view graphs see appendix F).

### **Lunch Break**

Individual reports from the General membership as to what has been happening at their respective sites.

Steve Stein, Brookhaven National Lab.

Develop an integrated Self-Assessments program

Developing an Environmental Management Systems that will eventually require registration to ISO 14000.

Ronald B. Natali, Lawrence Livermore National Lab.

National Ignition Facility (NIF) moving forward

Introduced Sharon Hoard as a new LLNL representative.

Dave Torczon, Rocky Flats, Kaiser Hill

They are working on the clean up at Rocky Flats and plan to ship to WIPP by January 1, 1999. They have a new contractor, Bechtel-Jacobs. They also have a new Procurement Director, Mark Lewis.

Lynne Barnes, Allied Signal.

They are certified to ISO 9001 for manufacturing and ISO 14000 for environmental.

They are also using the 6-sigma program.

Pat Mars, Bechtel Nevada.

ORR-Operation Readiness Review. They are now a nuclear facility.

Their waste acceptance facility is moving forward doing characterization.

Allen Fertic, Savannah River

Morse-Knudsen, is their new contractor. Their parent company is BNFL.

They are moving forward with the Integrated Safety Management (ISM) program. They are currently restructuring their work to fit the ISM.

Kenneth Harrison, PNL.

They have a new contract with DOE and will be hiring new technicians.

George Vaslos, Fluor Daniel Hanford.

They are still under going changes at Fluor Daniel

Tony Cannon, LMES

LMES is now only Y-12. Procurement quality is broken up, but Y-12 still supports the other two facilities here at Oak Ridge.

At the end of these reports Roy Capshaw indicated that DOE Order 414.1 is about to be released. This will replace the current DOE order 5700.6C.

### **Next Meeting Scheduled**

Decided that the next meeting for the Supplier Quality Information Group will be held here in Las Vegas, at the DOE facility March 23 through 25, 1999.

March 23, Steering Committee meets and the working groups meet in the afternoon.

March 24, General meeting

March 25, Training.

### **Old Business**

Dave Torczon, Rocky Flats,

ICTP's BOA's wanted to share procurements like SQIG's

He also reported on the QSM-SIG. They will be meeting the first week in December 1998.

Tony Cannon, LMES, QA Working Group and the Defense Programs Group

QA Working group will be coming out with new QA procedures.

Defense Programs Group has been disbanded.

Their report shows that there is very little overlap between suppliers.

Ronald B. Natali, Chairman Marketing Membership and Communication Team

Will be looking to EFCOG to see if we can join them to obtain DOE support.

### **Presentation**

Peggy Plyler and Lynne Dresser

ICPT (See Appendix G)

Steve Stein, Chairman

Will be applying for the Energy Quality award. Those that volunteered to serve on the committee are Ronald B. Natali, Dave Torczon, and Steve Stein.

Mr. Stein presented a paper at the Customer-Supplier Division Conference of the ASQ. A form will be developed for evaluated suppliers. A letter will be put out for all members to review.

Improvements, Utilization forms will be given to the standardization committee for review.

Assessment expiration will be added to the new database.

### **New Business**

Database

Jack McKenna has proposed changes to the SQIG database. Mr. Stein has sent these changes to members for review. He will be putting together a proposal for Jack to bid on. Steve indicated that the money to do this will need to come from SQIG members.

List-Server

This is becoming a great form of communication. We are seeing more use.

Requested feedback on the three month look ahead schedule.

Working fine.

### **Ronald B. Natali, SQIG Secretary**

Mr. Natali had received at the last SQIG meeting all of the minutes of past SQIG meetings. He reviewed these minutes and developed a brief summary of the SQIG history. See separate web link on SQIG home page titled:

Summary of SQIG History  
August, 1991 to March, 1998

Mr. Natali also presented to the Steering Committee the redesigned SQIG Home page. This was received very well.

**Meeting Ended 5 PM.** There is no meeting on Thursday. Steve Stein, Chairman will be doing a presentation at the Purchasing Managers Meeting.